

Message Text

UNCLASSIFIED

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ACTION OIC-04

INFO OCT-01 IO-03 ISO-00 /008 W
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P 171615Z MAY 74

FM USMISSION GENEVA

TO SECSTATE WASHDC PRIORITY 5839

UNCLAS GENEVA 3111

E.O. 11652: NA

TAGS: OCON, AFIN

SUBJ: ADMINISTRATIVE SUPPORT ARRANGEMENTS ECOSOC-JULY 1
TO AUGUST 2, 1974

1. SPACE

SUITABLE SPACE AVAILABLE AT MISSION.

2. SECRETARIAL AND CLERICAL SUPPORT

THREE SECRETARIES, ONE LOCAL HIRE TYPIST AND ONE LOCAL
HIRE DOCUMENTS CLERK REQUIRED AS FOLLOWS:

A). CONFERENCE SECRETARY BEVERLY OLIVER

B). MISS DOROTHY LEWIS, FROM DEPARTMENT

C). ROSEMARIE WISNER (REQUEST PERMISSION CONTINUE
HER EMPLOYMENT UNDER PURCHASE ORDER AT SFR. 13.35 (\$4.67)
PER HOUR. TOTAL COST: SFR . 3206.00 (\$1120.28).

D). LOCAL HIRE CLERK-TYPIST MARIA THURCOCZY, DEPENDENT
DAUGHTER OF AGRICULTURAL ATTACHE NICHOLAS THUROCZY
AT SFR. 13.00 (\$4.55) PER HOUR. TOTAL COST: SFR.
3120.00 (\$1090.91).

E.) LOCAL HIRE DOCUMENTS CLERK EDWARD BARBIER,
DEPENDENT SON OF FSR CLARENCE BARBIER AT SFR. 11.00
(\$3.85) PER HOUR. TOTAL COST: SFR 2640.00 (\$923.08).
THIS INCLUDES OVERTIME COSTS.

3. TELEPHONE TOLL CHARGES: \$300.00

4. SUPPLIES : \$200.00

5. TRANSPORTATION

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MISSION CAN FURNISH THREE SEDANS. WILL HIRE THREE

DRIVERS AT COST \$50.00 A DAY FOR 30 DAYS (6 DAY WEEK
FOR TWO DRIVERS AND 7 DAY WEEK FOR DRIVER FOR USREP).
TOTAL COST: \$5750.00

6. RATE OF EXCHANGE : SFR. 2.86 EQUALS US \$1.00. ABRAMS

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Message Attributes

Automatic Decaptioning: X
Capture Date: 01 JAN 1994
Channel Indicators: n/a
Current Classification: UNCLASSIFIED
Concepts: n/a
Control Number: n/a
Copy: SINGLE
Draft Date: 17 MAY 1974
Decaption Date: 01 JAN 1960
Decaption Note:
Disposition Action: n/a
Disposition Approved on Date:
Disposition Authority: n/a
Disposition Case Number: n/a
Disposition Comment:
Disposition Date: 01 JAN 1960
Disposition Event:
Disposition History: n/a
Disposition Reason:
Disposition Remarks:
Document Number: 1974GENEVA03111
Document Source: CORE
Document Unique ID: 00
Drafter: n/a
Enclosure: n/a
Executive Order: N/A
Errors: N/A
Film Number: D740122-0983
From: GENEVA
Handling Restrictions: n/a
Image Path:
ISecure: 1
Legacy Key: link1974/newtext/t19740540/aaaabiti.tel
Line Count: 66
Locator: TEXT ON-LINE, ON MICROFILM
Office: ACTION OIC
Original Classification: UNCLASSIFIED
Original Handling Restrictions: n/a
Original Previous Classification: n/a
Original Previous Handling Restrictions: n/a
Page Count: 2
Previous Channel Indicators: n/a
Previous Classification: n/a
Previous Handling Restrictions: n/a
Reference: n/a
Review Action: RELEASED, APPROVED
Review Authority: boyleja
Review Comment: n/a
Review Content Flags:
Review Date: 29 OCT 2002
Review Event:
Review Exemptions: n/a
Review History: RELEASED <29 OCT 2002 by elyme>; APPROVED <07 JAN 2003 by boyleja>
Review Markings:

Declassified/Released
US Department of State
EO Systematic Review
30 JUN 2005

Review Media Identifier:
Review Referrals: n/a
Review Release Date: n/a
Review Release Event: n/a
Review Transfer Date:
Review Withdrawn Fields: n/a
Secure: OPEN
Status: NATIVE
Subject: ADMINISTRATIVE SUPPORT ARRANGEMENTS ECOSOC-JULY 1 TO AUGUST 2, 1974
TAGS: OCON, AFIN
To: STATE
Type: TE
Markings: Declassified/Released US Department of State EO Systematic Review 30 JUN 2005